

**Joint Meeting
Royalton Fire District #1 and Advisory Board for South Royalton Rescue
October 5, 2016
Royalton Town Office**

Present from Fire District #1: Wayne Manning, Don Lovejoy, David Whitney, Bill Ballou

Present for Advisory Board: Nathan Potter, Mary Gavin, Jason Flint, Brenda Field, Jerry Barcelow, Corinne Ingraham, Dave Kimball

The meeting was called to order at 7:00PM.

South Royalton Rescue Advisory Board made the following recommendation to Royalton Fire District #1:

Recommendation to Fire District #1

SRRS Advisory Board has been working on updating job descriptions for employees of South Royalton Rescue. We have completed our work on the job description for the Provider.

In the course of our work, we have observed a lack of leadership. Many suggestions have been made with regard to programs, budgeting, and other processes. In addition, in interviews with the current Administrator, it became clear that a change would benefit SRRS.

Proposal

- Hire a part-time Administrator immediately
- Hire a full-time Paramedic to work shifts on the truck immediately

Interviews with David Palmer around his job description made it very clear he really enjoys the EMT/Paramedic work and does not see the administrative aspects of his role as his strength. The Advisory Board agrees with David's sentiments—it is what we have observed.

In discussions with David, he has been resistant to this plan even though he has made a somewhat similar suggestion, then backed off his suggestion.

- SRRS needs better leadership.
- SRRS would benefit from someone to develop programs for our communities
- SRRS needs an administrator with strong administrative and leadership skills.
- SRRS would benefit from someone who understands budgeting and financial reporting.
- SRRS needs someone who has experience managing people and process.
- SRRS needs someone who understands the benefits of regular, accurate reporting to the Advisory Board, Prudential Committee, and our communities,

Budget Impact

Current Administrator salary	-61,500
New Administrator	+26,000
New Paramedic	+45,000
EMT on staff	<u>-23,500</u>
Estimated Annual Savings	14,000

The meeting was adjourned at 8:00 PM.

DRAFT